

## PATIENT'S REQUEST FOR MEDICAL PAYMENT

**IMPORTANT - SEE OTHER SIDE FOR INSTRUCTIONS**

PLEASE TYPE OR PRINT INFORMATION

MEDICAL INSURANCE BENEFITS SOCIAL SECURITY ACT

NOTICE: Anyone who misrepresents or falsifies essential information requested by this form may upon conviction be subject to fine and imprisonment under Federal Law No Part B Medicare benefits may be paid unless this form is received as required by existing law and regulations (20 CFR 422.510).

1	Name of Beneficiary From Health Insurance Card (Last) (First) (Middle)		SEND COMPLETED FORM TO:	
2	Claim Number From Health Insurance Card <div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	Patient's Sex <input type="checkbox"/> Male <input type="checkbox"/> Female		
3	Patient's Mailing Address (City, State, Zip Code) Check here if this is a new address <input type="checkbox"/>		3b	Telephone Number (Include Area Code)  (   _   _   _ )  _   _   _ - _   _   _
4	Describe the Illness or Injury for which Patient Received Treatment		4b	Was condition related to: A. Patient's employment <input type="checkbox"/> Yes <input type="checkbox"/> No B. Accident <input type="checkbox"/> Auto <input type="checkbox"/> Other
			4c	Was patient being treated with chronic dialysis or kidney transplant? <input type="checkbox"/> Yes <input type="checkbox"/> No
5	a. Are you employed and covered under an employee health plan? <input type="checkbox"/> Yes <input type="checkbox"/> No b. Is your spouse employed and are you covered under your spouse's employee health plan? <input type="checkbox"/> Yes <input type="checkbox"/> No c. If you have any medical coverage other than Medicare, such as private insurance, employment related insurance, State Agency (Medicaid), or the VA complete: Name and Address of other insurance, State Agency(Medicaid), or VA office <div>Policy or Medical Assistance No.</div> Policyholders Name: NOTE: If you DO NOT want payment information on this claim released put an (X) here <input type="checkbox"/>			
6	I AUTHORIZE ANY HOLDER OF MEDICAL OR OTHER INFORMATION ABOUT ME TO RELEASE TO THE SOCIAL SECURITY ADMINISTRATION AND HEALTH CARE FINANCING ADMINISTRATION OR ITS INTERMEDIARIES OR CARRIERS ANY INFORMATION NEEDED FOR THIS OR A RELATED MEDICARE CLAIM. I PERMIT A COPY OF THIS AUTHORIZATION TO BE USED IN PLACE OF THE ORIGINAL, AND REQUEST PAYMENT OF MEDICAL INSURANCE BENEFITS TO ME Signature of Patient (If patient is unable to sign, see Block 6 on other side.)		6b	Date Signed

## IMPORTANT

**ATTACH ITEMIZED BILLS FROM YOUR DOCTOR(S) OR SUPPLIER(S) TO THE BACK OF THIS FORM**

## HOW TO FILL OUT THIS MEDICARE FORM

Medicare will pay you directly when you complete this form and attach an itemized bill from your doctor or supplier. Your bill does not have to be paid before you submit this claim for payment, but you **MUST** attach an itemized bill in order for Medicare to process this claim.

### FOLLOW THESE INSTRUCTIONS CAREFULLY:

#### A. Completion of this form.

Block 1. Print your name shown on your Medicare Card. (Last Name, First Name, Middle Name)

Block 2. Print your Health Insurance Claim Number including the letter at the end exactly as it is shown on your Medicare card.  
Check the appropriate box for the patient's sex.

Block 3. Furnish your mailing address and include your telephone number in Block 3b.

Block 4. Describe the illness or injury for which you received treatment. Check the appropriate box in Blocks 4b and 4c.

Block 5a. Complete this Block if you are age 65 or older and enrolled in a health insurance plan where you are currently working.

Block 5b. Complete this Block if you are age 65 or older and enrolled in a health insurance plan where your spouse is currently working.

Block 5c. Complete this Block if you have any medical coverage other than Medicare. Be sure to provide the Policy or Medical Assistance Number.  
You may check the box provided if you do not wish payment information from this claim released to your other insurer.

Block 6. Be sure to sign your name. If you cannot write your name, make an (X) mark. Then have a witness sign his or her name and address in Block 6 too.

If you are completing this form for another Medicare patient you should write (By) and sign your name and address in Block 6. You also should show your relationship to the patient and briefly explain why the patient cannot sign.

Block 6b. Print the date you completed this form.

#### B. Each itemized bill **MUST** show all of the following information:

- Date of each service
- Place of each service
  - Doctor's Office
  - Outpatient Hospital
  - Patient's Home
  - Independent Laboratory
  - Nursing Home
  - Inpatient Hospital
- Description of each surgical or medical service or supply furnished.
- Charge for EACH service.
- Doctor's or supplier's name and address. Many times a bill will show the name of several doctors or suppliers. IT IS VERY IMPORTANT THE ONE WHO TREATED YOU BE IDENTIFIED. Simply circle his/her name on the bill.
- It is helpful if the diagnosis is also shown. If not, be sure you have completed block 4 of this form.
- Mark out any services for which you have already filed a Medicare claim.
- If the patient is deceased please contact your Social Security office for instructions on how to file a claim.
- Attach an Explanation of Medicare Benefits notice from the other insurer if you are also requesting Medicare payment.

## COLLECTION AND USE OF MEDICARE INFORMATION

We are authorized by the Health Care Financing Administration to ask you for information needed in the administration of the Medicare program. Authority to collect information is in section 205(a), 1872 and 1875 of the Social Security Act, as amended. The information we obtain to complete your Medicare claim is used to identify you and to determine your eligibility. It is also used to decide if the services and supplies you received are covered by Medicare and to insure that proper payment is made. The information may also be given to other providers of services, carriers, intermediaries, medical review boards, and other organizations as necessary to administer the Medicare program. For example, it may be necessary to disclose information about the Medicare benefits you have used to a hospital or doctor.

With one exception, which is discussed below, there are no penalties under social security law for refusing to supply information. However, failure to furnish information regarding the medical services rendered or the amount charged would prevent payment of the claim. Failure to furnish any other information, such as name or claim number, would delay payment of the claim.

It is mandatory that you tell us if you are being treated for a work related injury so we can determine whether workmen's compensation will pay for the treatment. Section 1877(a)(3) of the Social Security Act provides criminal penalties for withholding this information.

Public reporting burden for this collection of information is estimated to average 16 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to HCFA, P.O. Box 26684, Baltimore, MD 21207; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503.